

Hands-On Lesson

to accompany

Curriculum Webs

A Practical Guide to Weaving the Web into Teaching and Learning

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LESSON 11: Creating

a simple feedback

form

GoLive

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Goals for this lesson

- Create a simple form that will email you its results.
- Upload the form and test it

For this exercise, you will create a form with a few different types of fields: text and text areas, check boxes, radio buttons, and drop-down boxes. Be sure to include a Submit and a Reset button.

If you want to create a more elaborate feedback form, use the questions listed in Chapter 9 of *Curriculum Webs*.

Remember that if your browser is not configured to send email, you will not be able to submit this kind of form. See Chapter 8 of *Curriculum Webs* for more information.

GoLive

- Use the various form elements shown on the Forms tab of the Objects palette.
- Start by dragging the Form element. Put the other elements inside the form's borders.
- When you drag the form elements onto the document, the Inspector palette shows the element's properties.

To set the form's properties, click on the little "F" button at the top left of the form's border. For this exercise, set the form's Action to <mailto:youremailaddress>. Set the Method to Post.

- Upload the file and browse to it. Fill in some test data on the form, and click Submit. Click OK if your browser reminds you of insecure information.
- If you don't get an error message, check your email in about five minutes and see if it arrived. If you do get an error message, fix the problem and upload again. Reload or refresh in the browser before retesting the form.